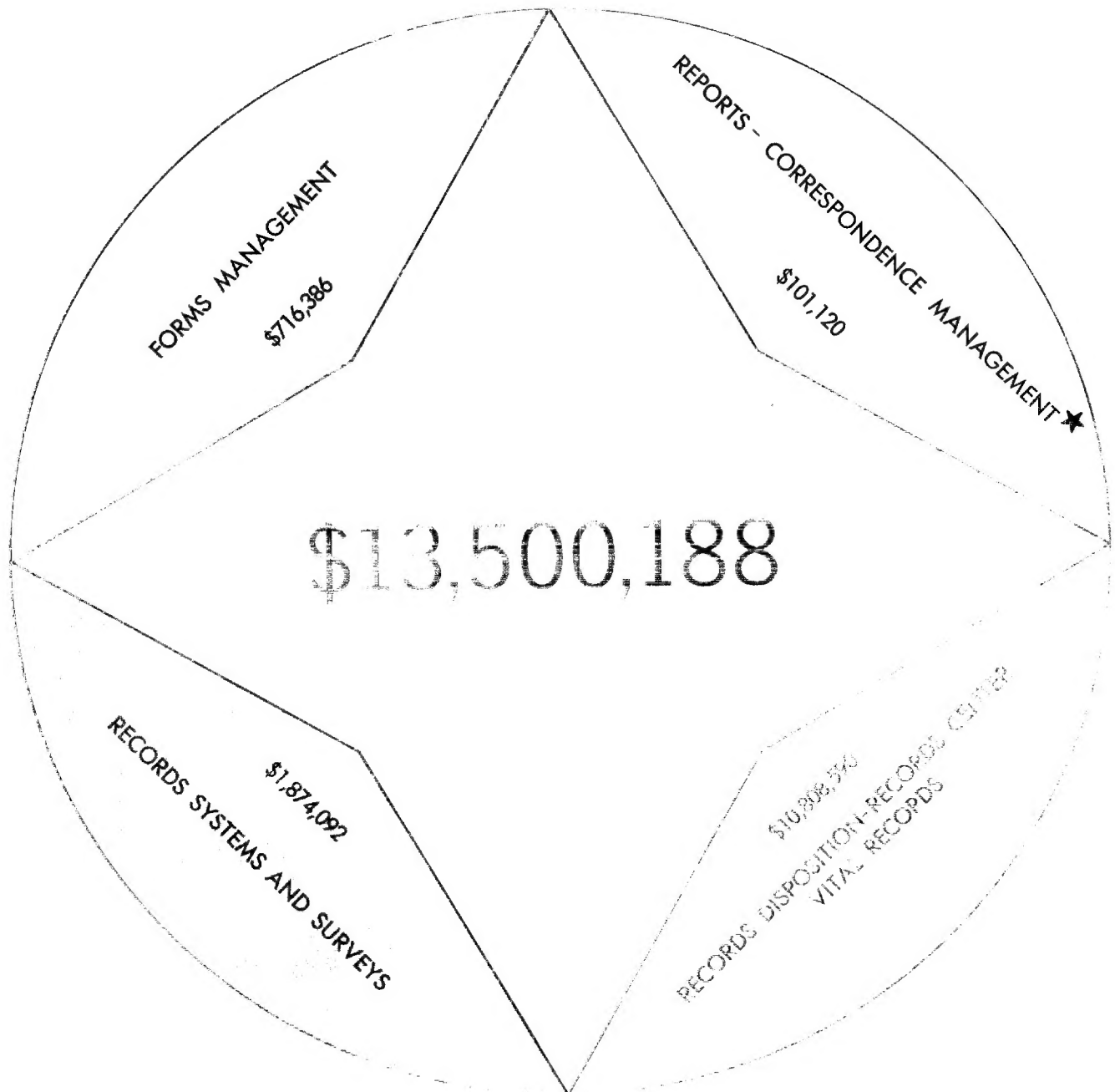
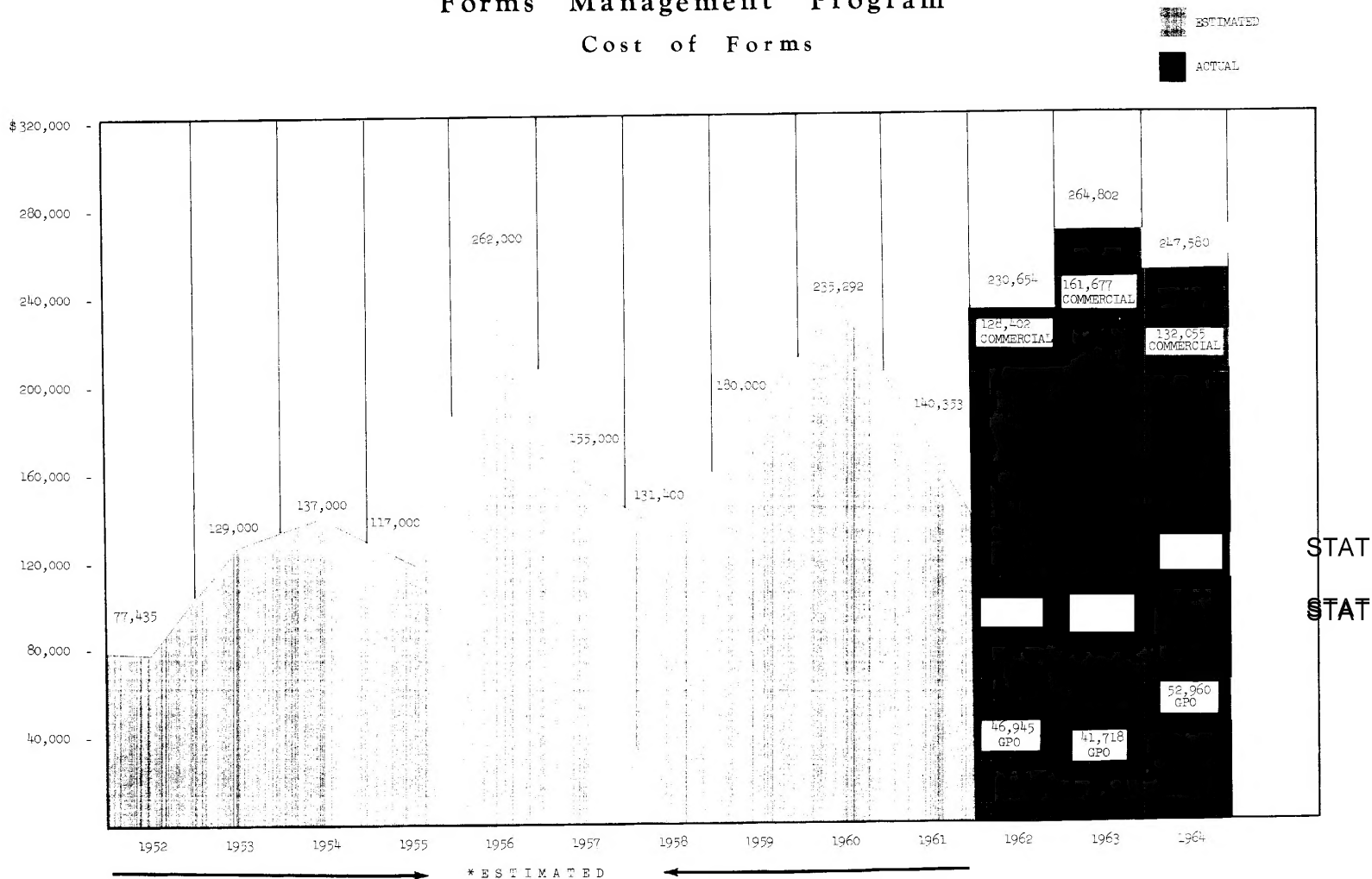


CUMULATIVE SAVINGS REALIZED
FROM THE AGENCY RECORDS ADMINISTRATION PROGRAM
FISCAL YEAR 1955-1964



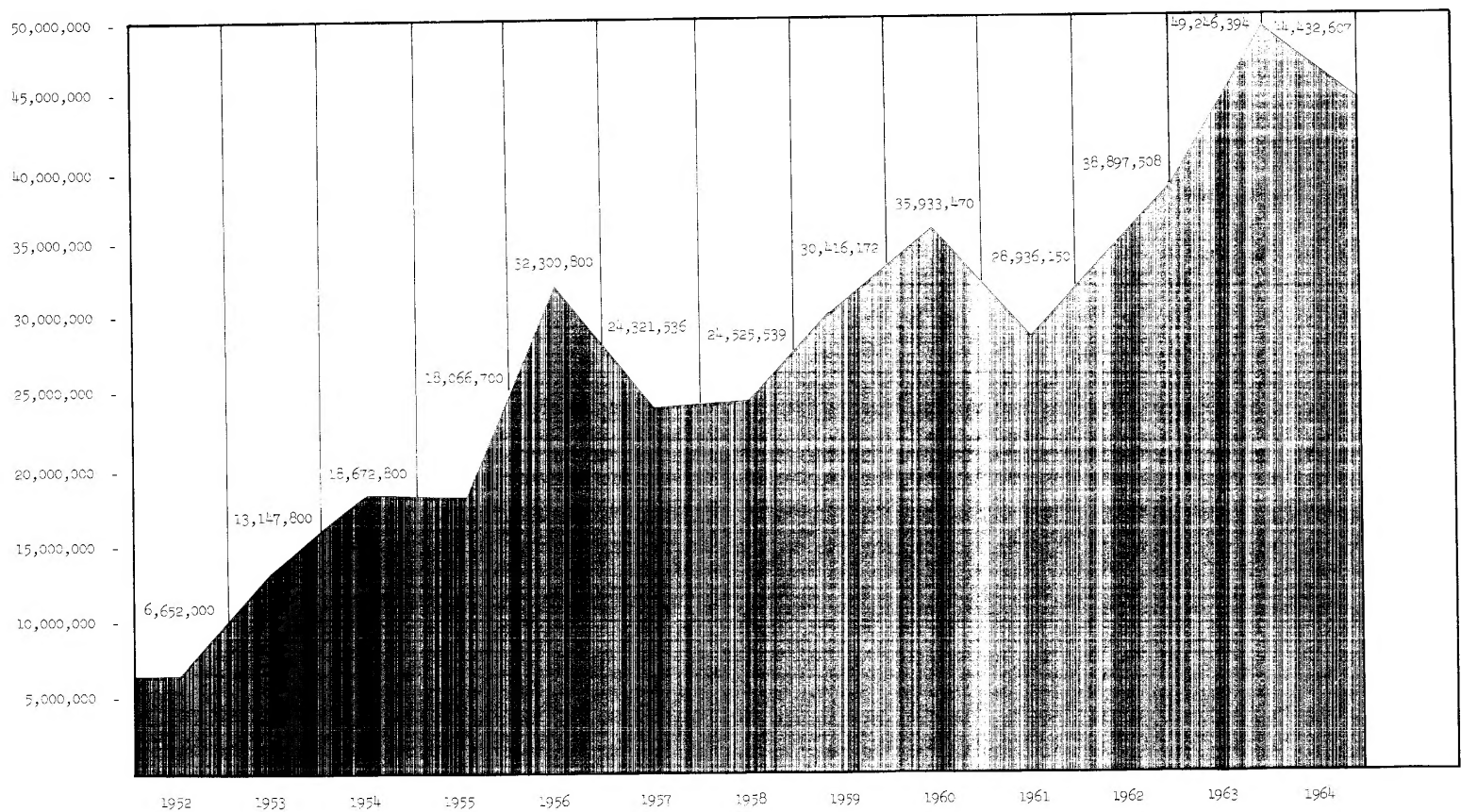
★ MANPOWER UNAVAILABLE FOR A CONTINUING PROGRAM

Forms Management Program Cost of Forms



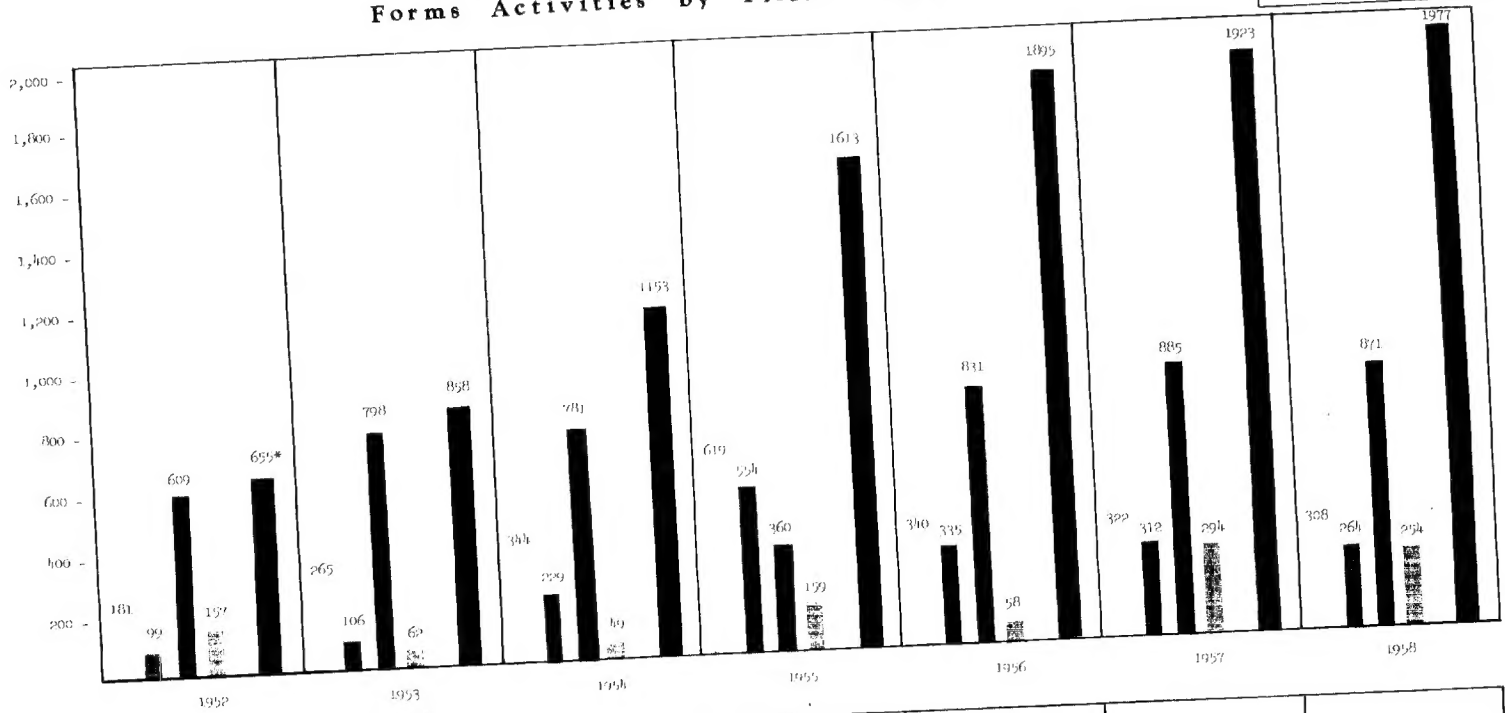
Forms Management Program

Copies of Forms Printed

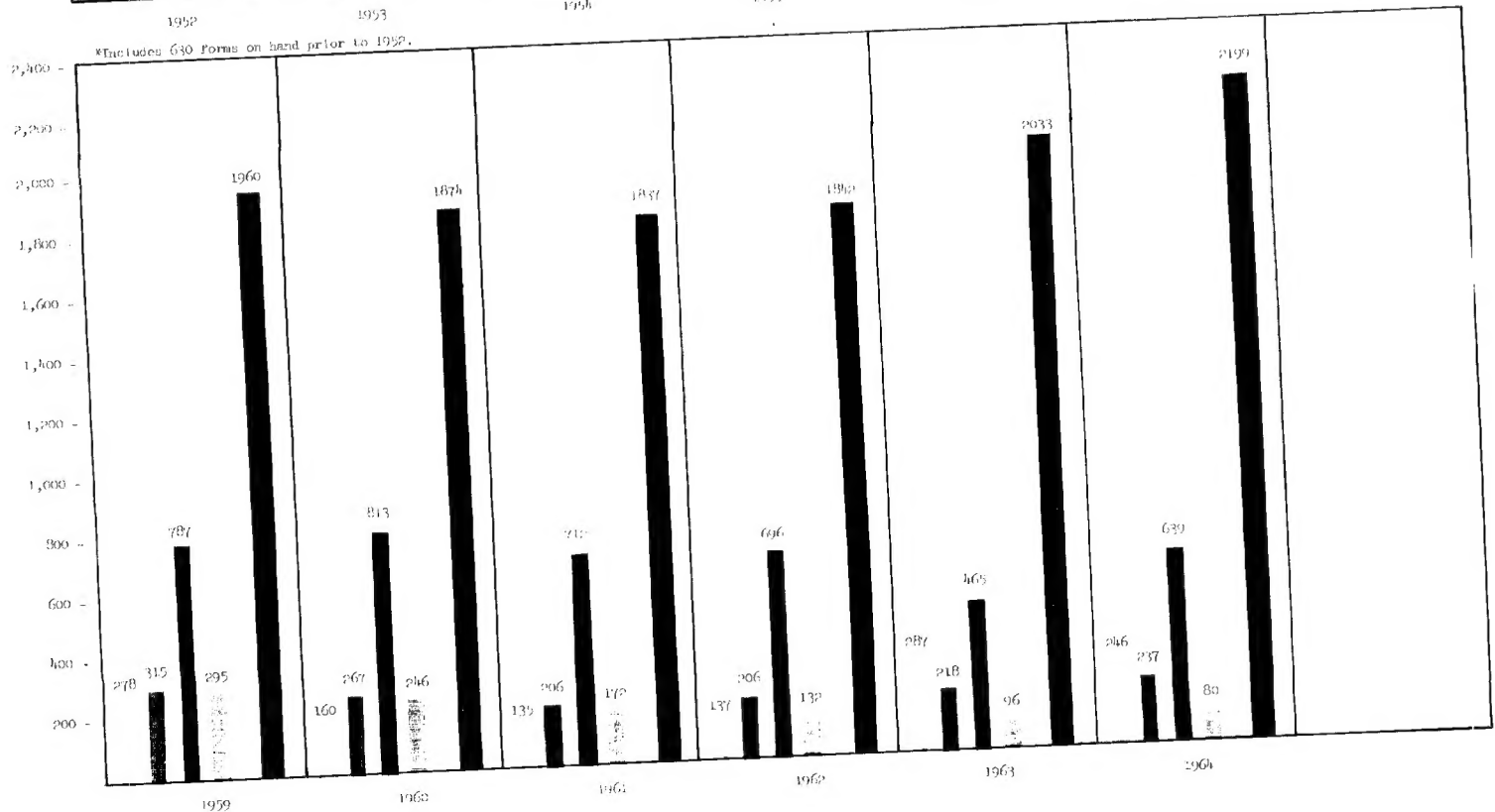


Forms Management Program Forms Activities by Fiscal Years

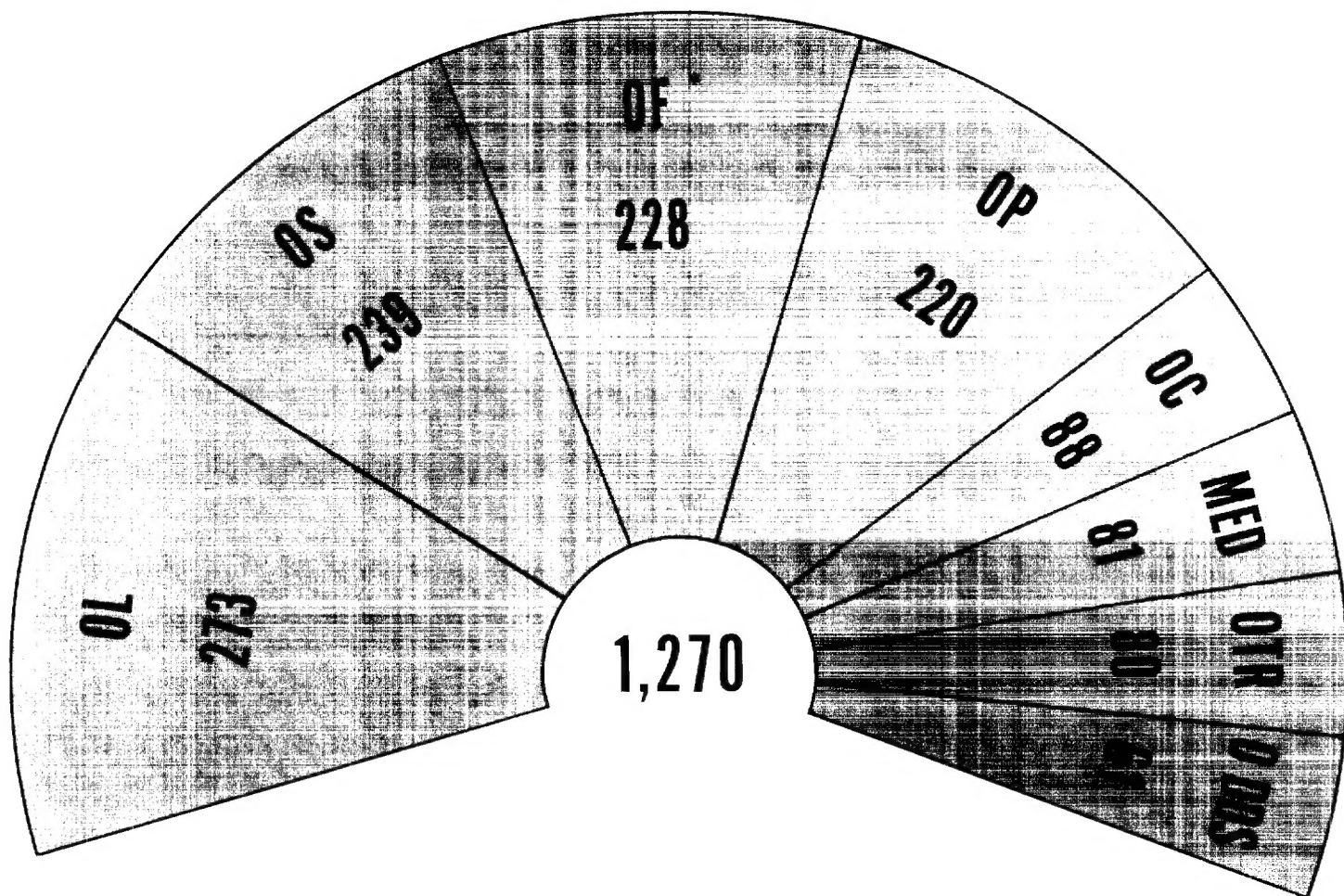
NEW	REVISED
REPRINT	OBsolete
ACTIVE	



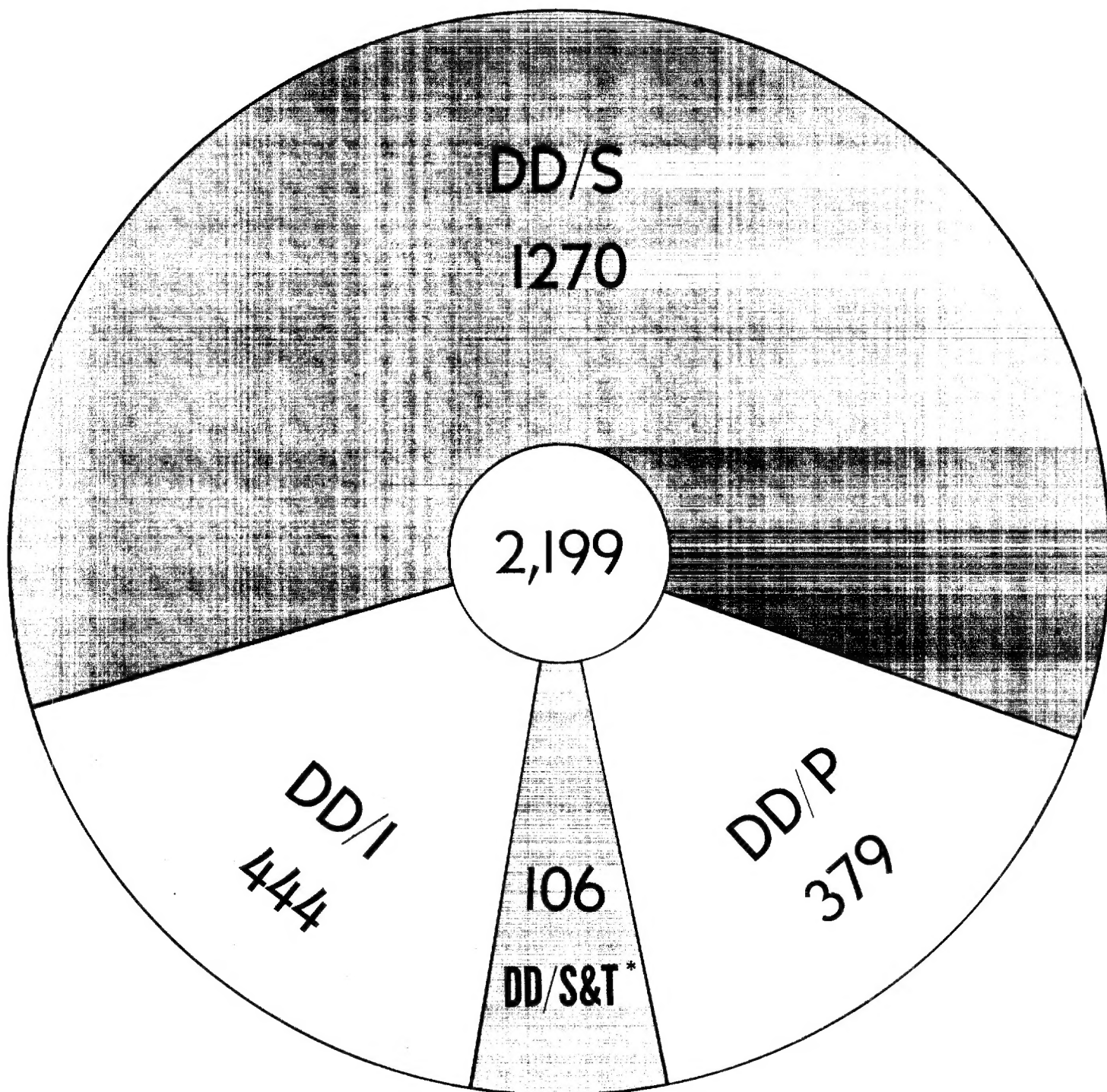
*Includes 630 Forms on hand prior to 1952.



30 June 1964



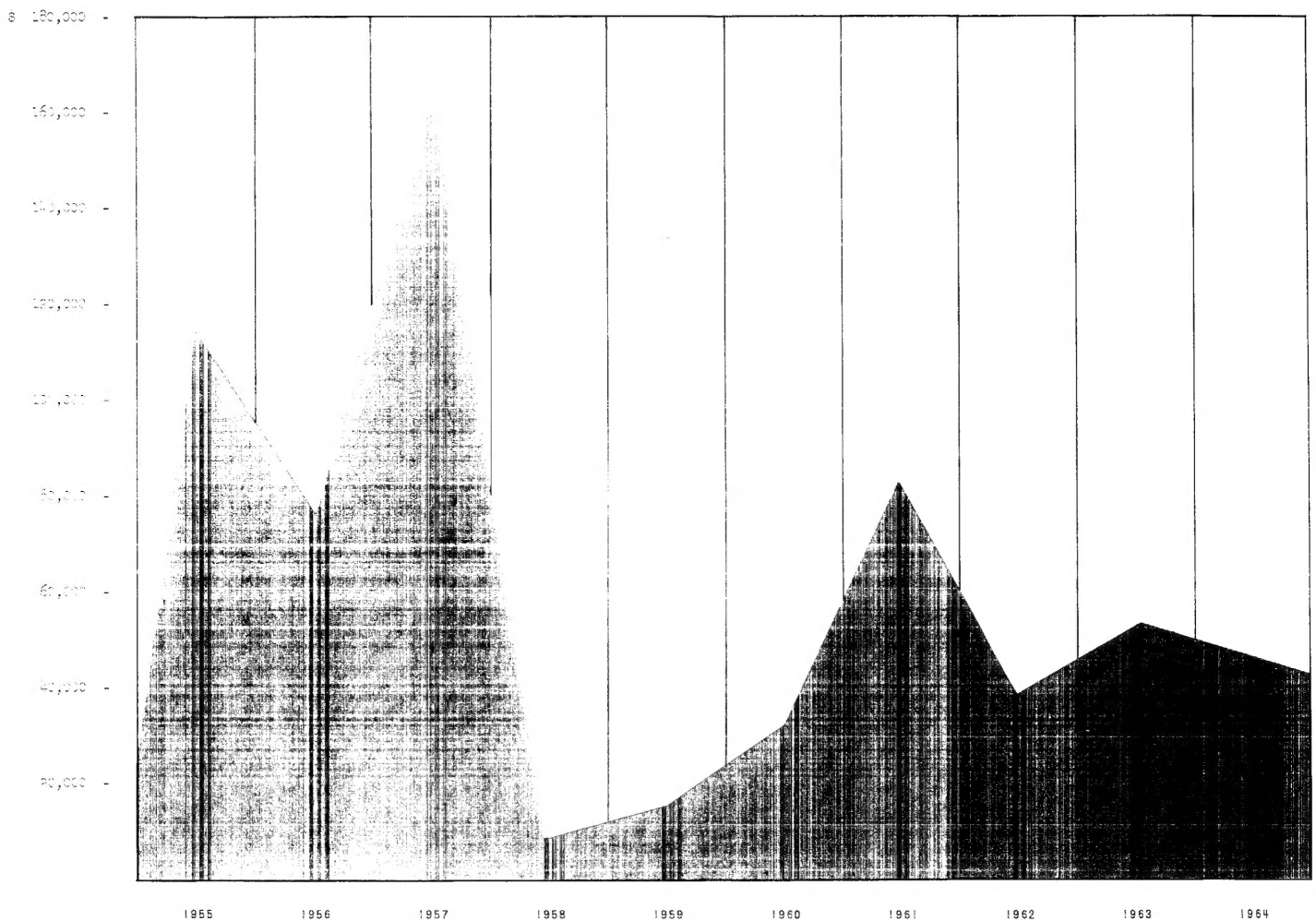
30 June 1964



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TANGIBLE SAVINGS REALIZED BY FISCAL YEARS

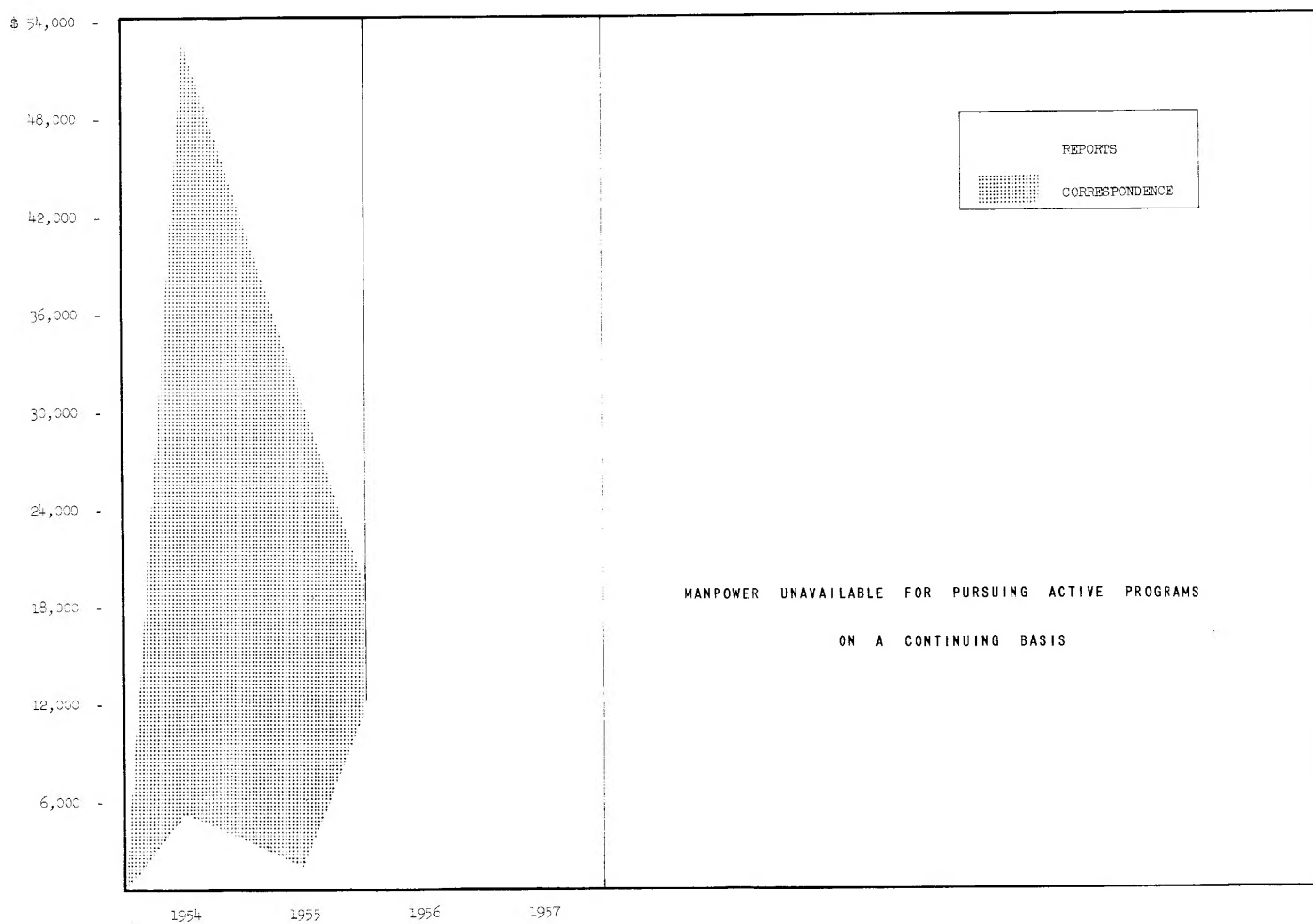
FORMS MANAGEMENT



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TANGIBLE SAVINGS REALIZED BY FISCAL YEARS

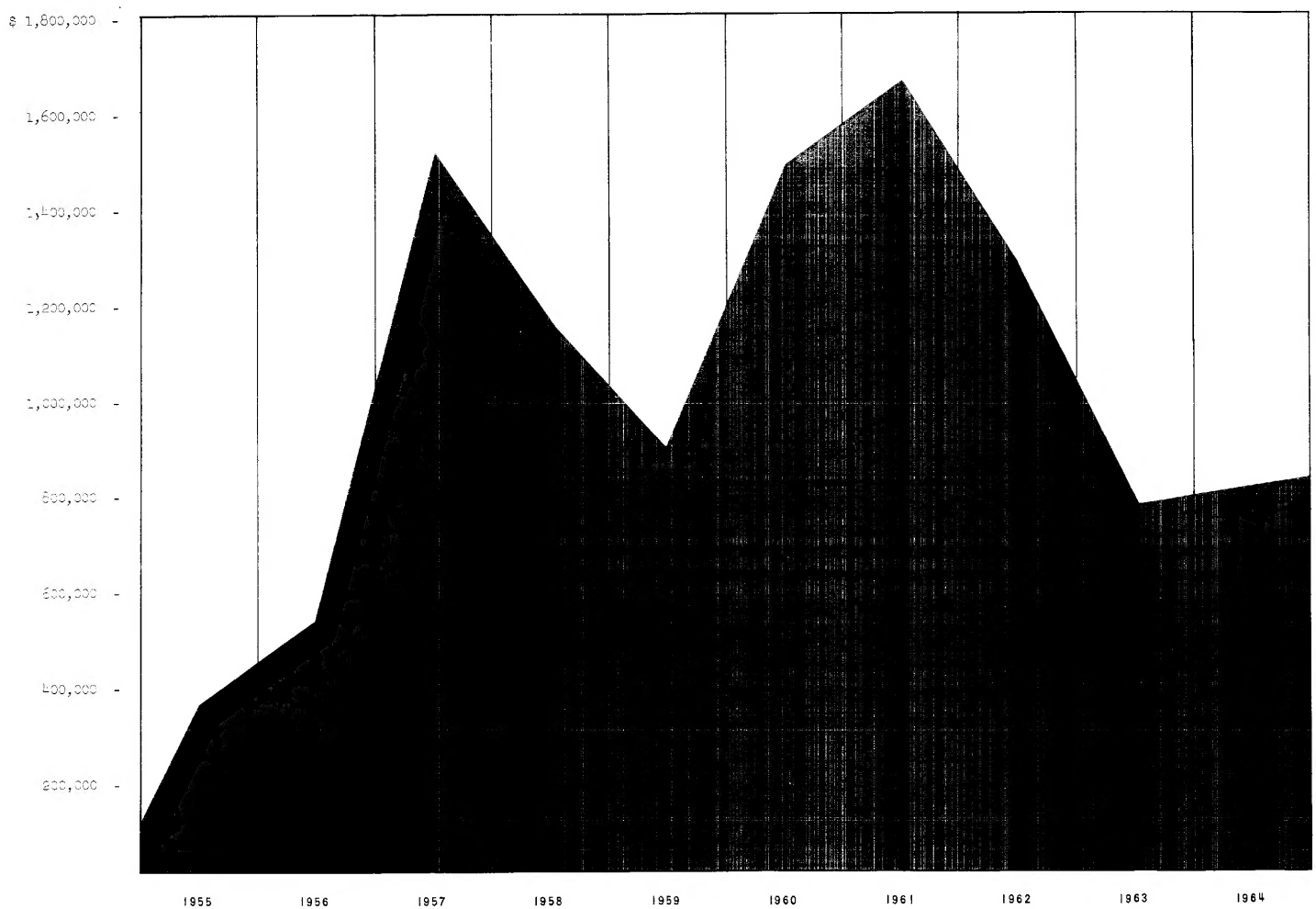
REPORTS AND CORRESPONDENCE MANAGEMENT



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TANGIBLE SAVINGS REALIZED BY FISCAL YEARS

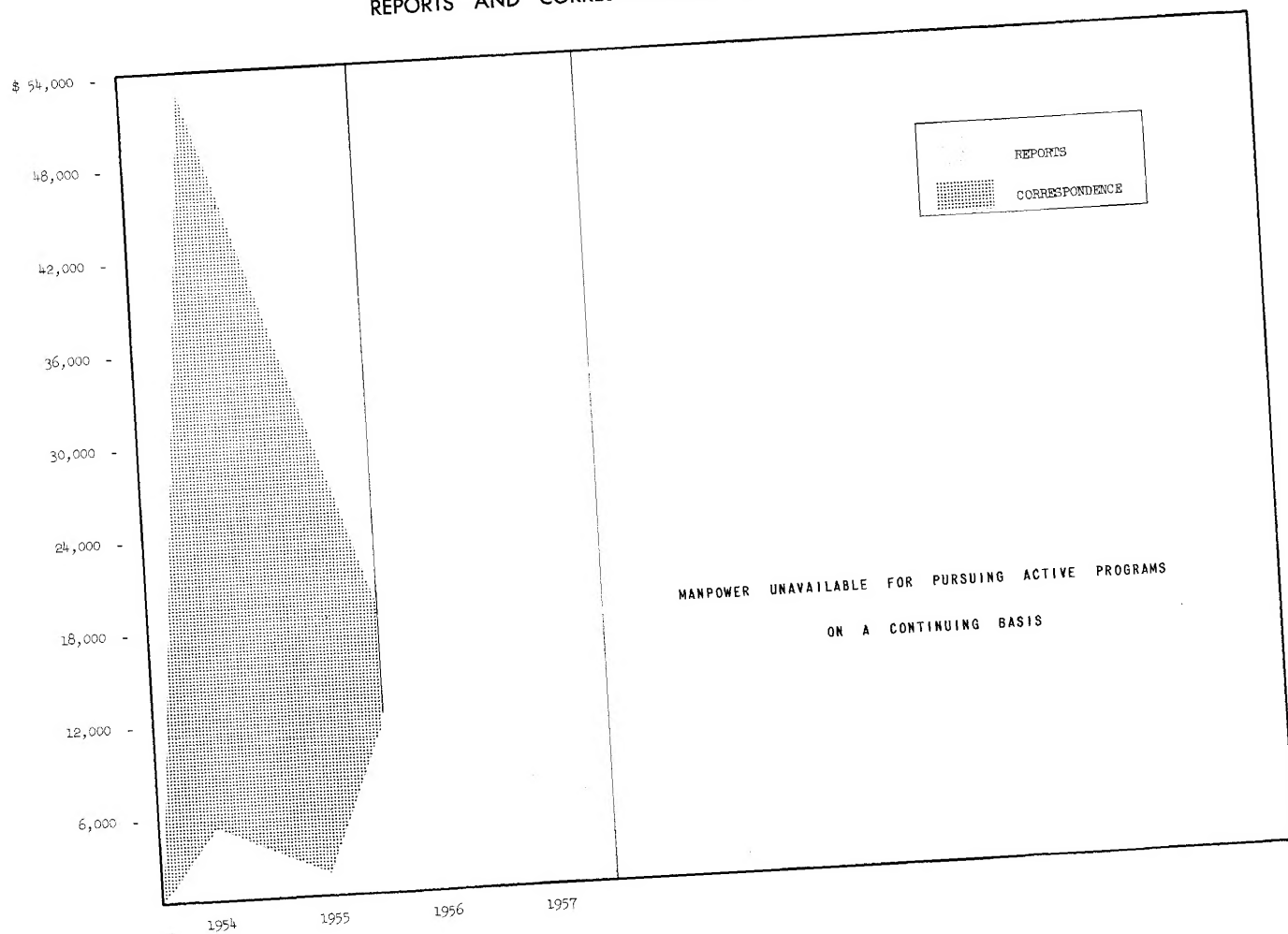
RECORDS DISPOSITION - RECORDS CENTER - VITAL RECORDS



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TANGIBLE SAVINGS REALIZED BY FISCAL YEARS

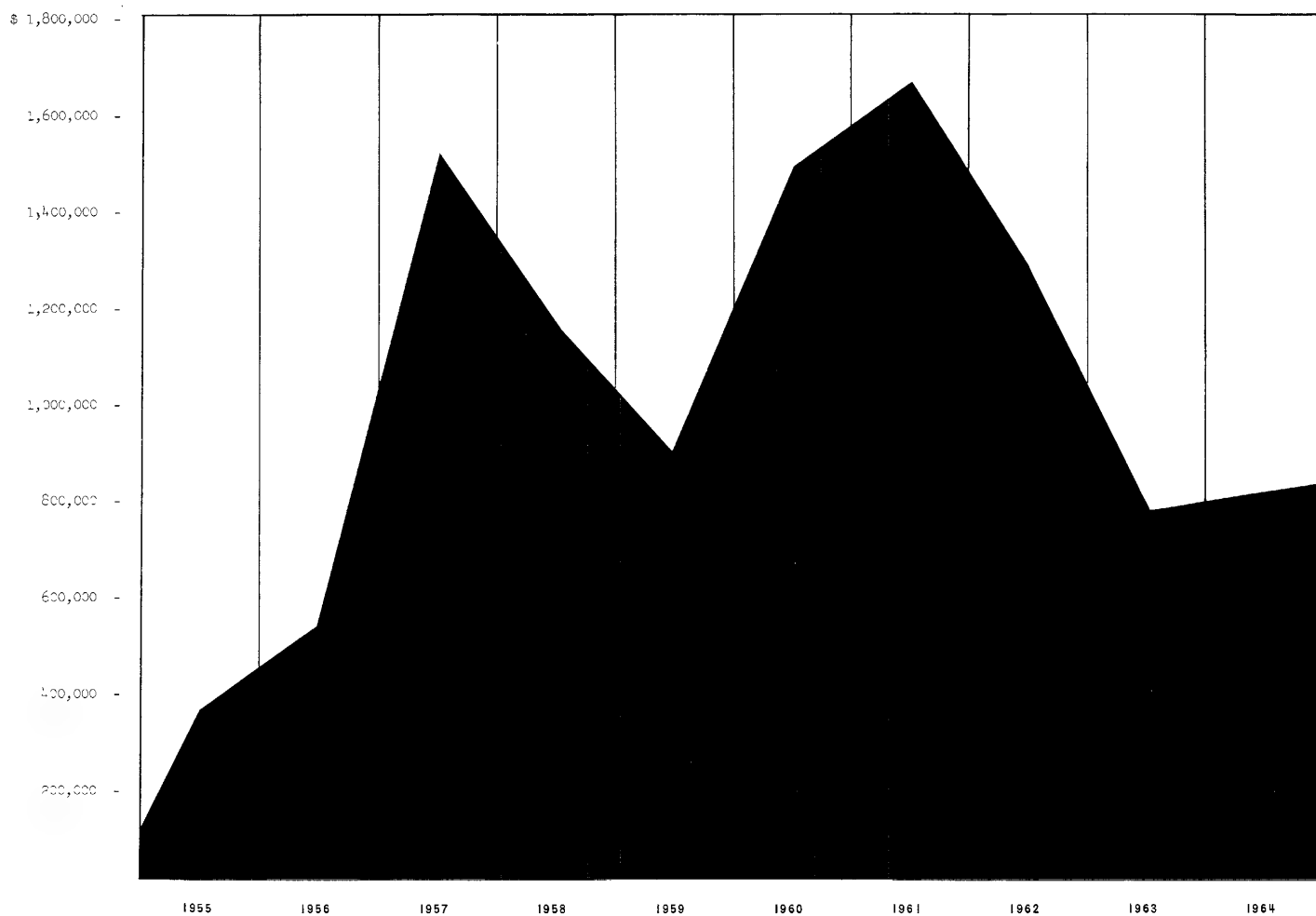
REPORTS AND CORRESPONDENCE MANAGEMENT



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TANGIBLE SAVINGS REALIZED BY FISCAL YEARS

RECORDS DISPOSITION - RECORDS CENTER - VITAL RECORDS

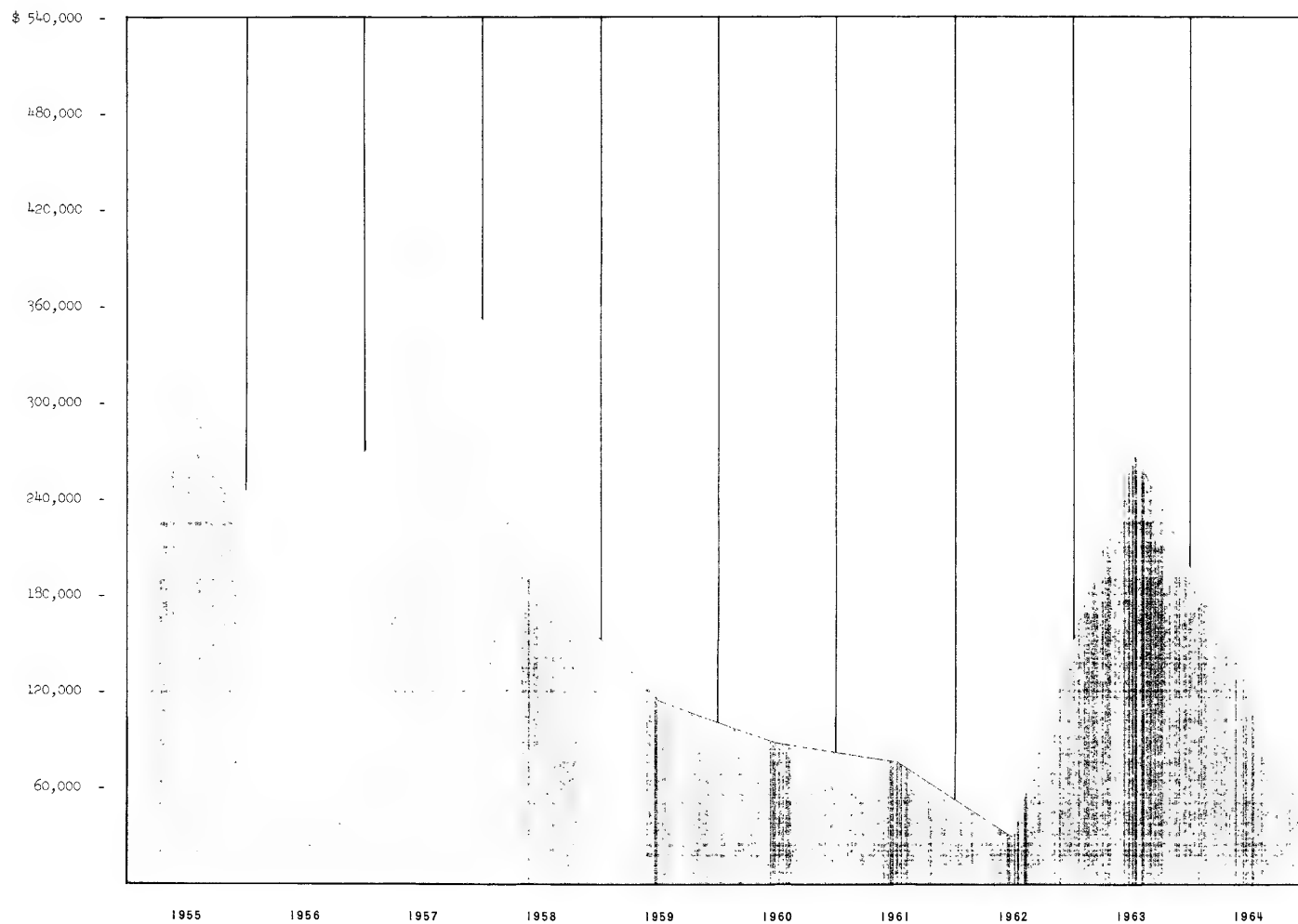


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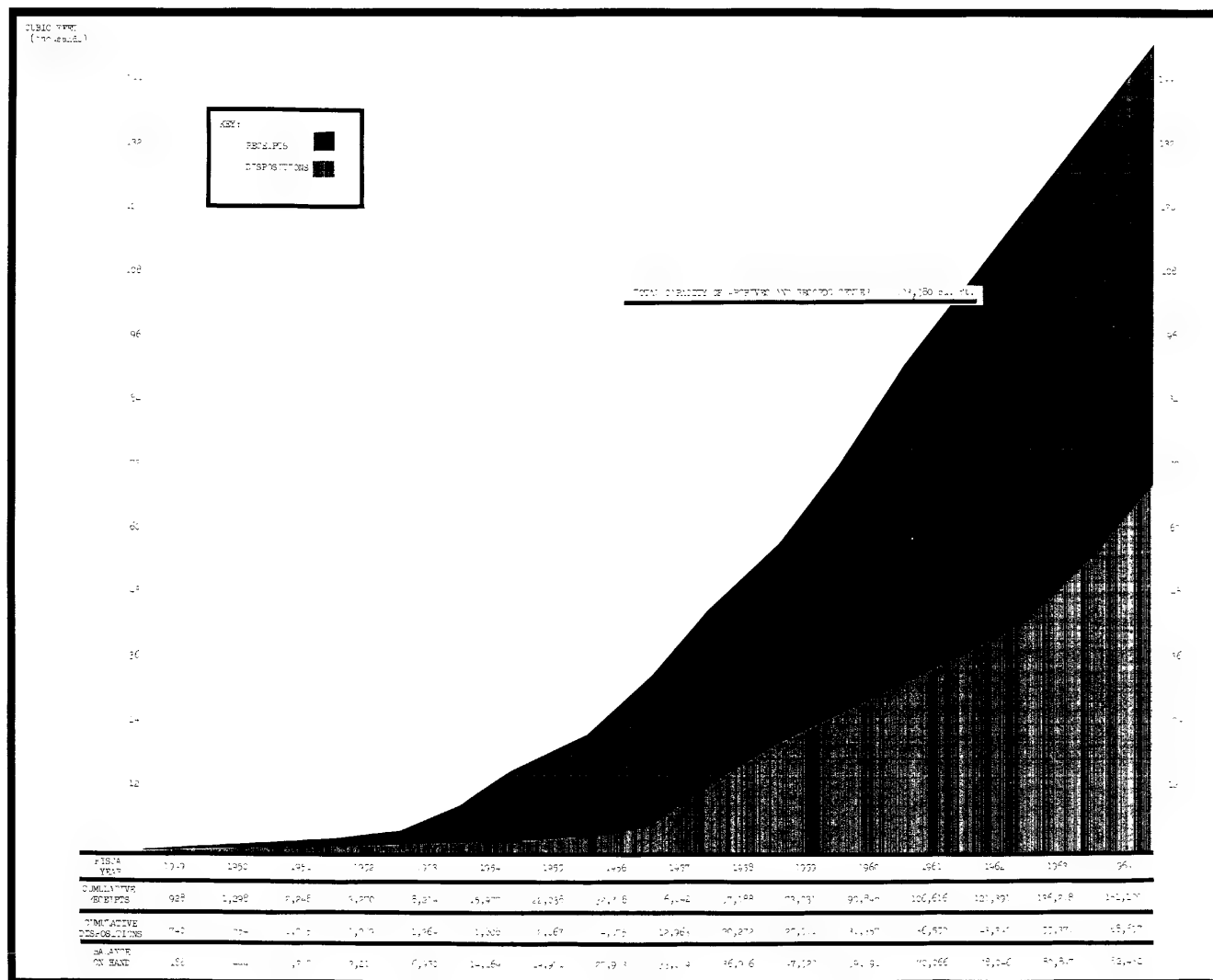
TANGIBLE SAVINGS REALIZED BY FISCAL YEARS

RECORDS SYSTEMS AND SURVEYS



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CUMULATIVE RECEIPTS AND DISPOSITIONS OF RECORDS BY FISCAL YEAR



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ARCHIVES AND RECORDS CENTER REFERENCE ACTIVITY FOR FISCAL YEAR 1964

ITEMS

* In September 1963 a new system of counting supplemental distribution items was put into effect, thus the smaller figures.

72,000

60,000

48,000

36,000

24,000

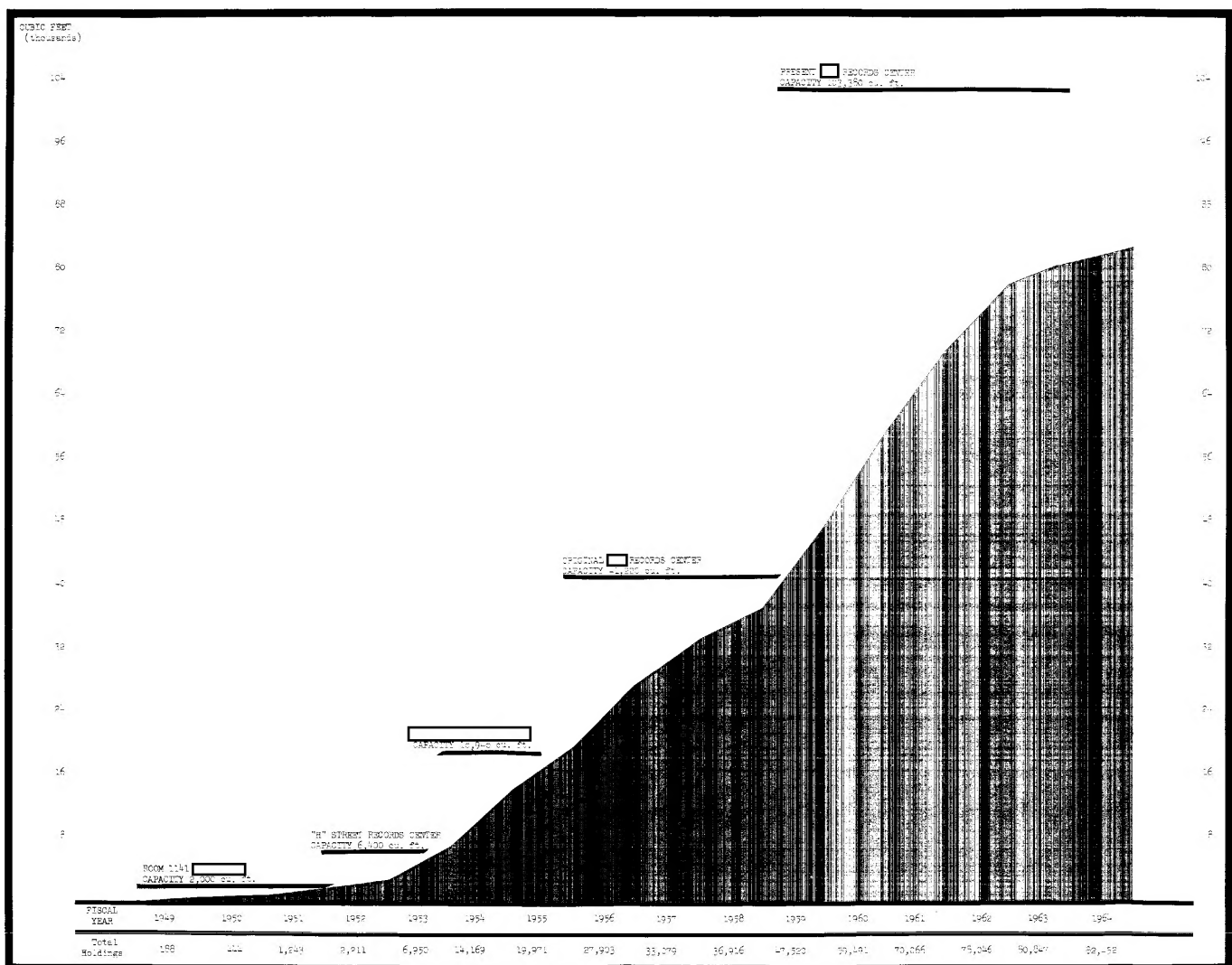
12,000

MONTH	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTAL FISCAL '64
ITEMS FURNISHED	20,679	71,279	9,467	*12,732	8,220	9,543	11,202	9,434	11,971	9,809	8,613	8,442	191,391

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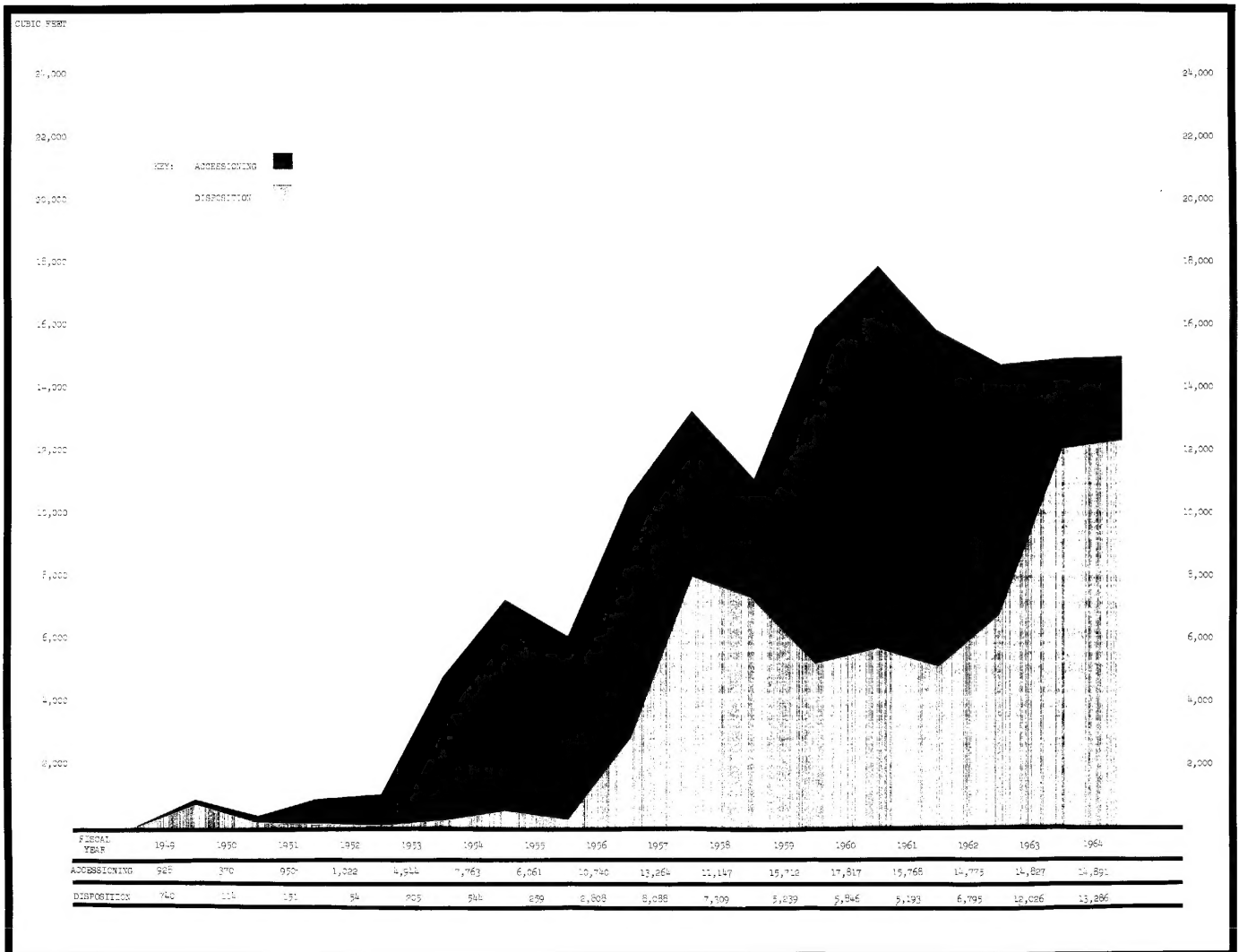
ARCHIVES AND RECORDS CENTER NET CUMULATIVE HOLDINGS BY FISCAL YEAR



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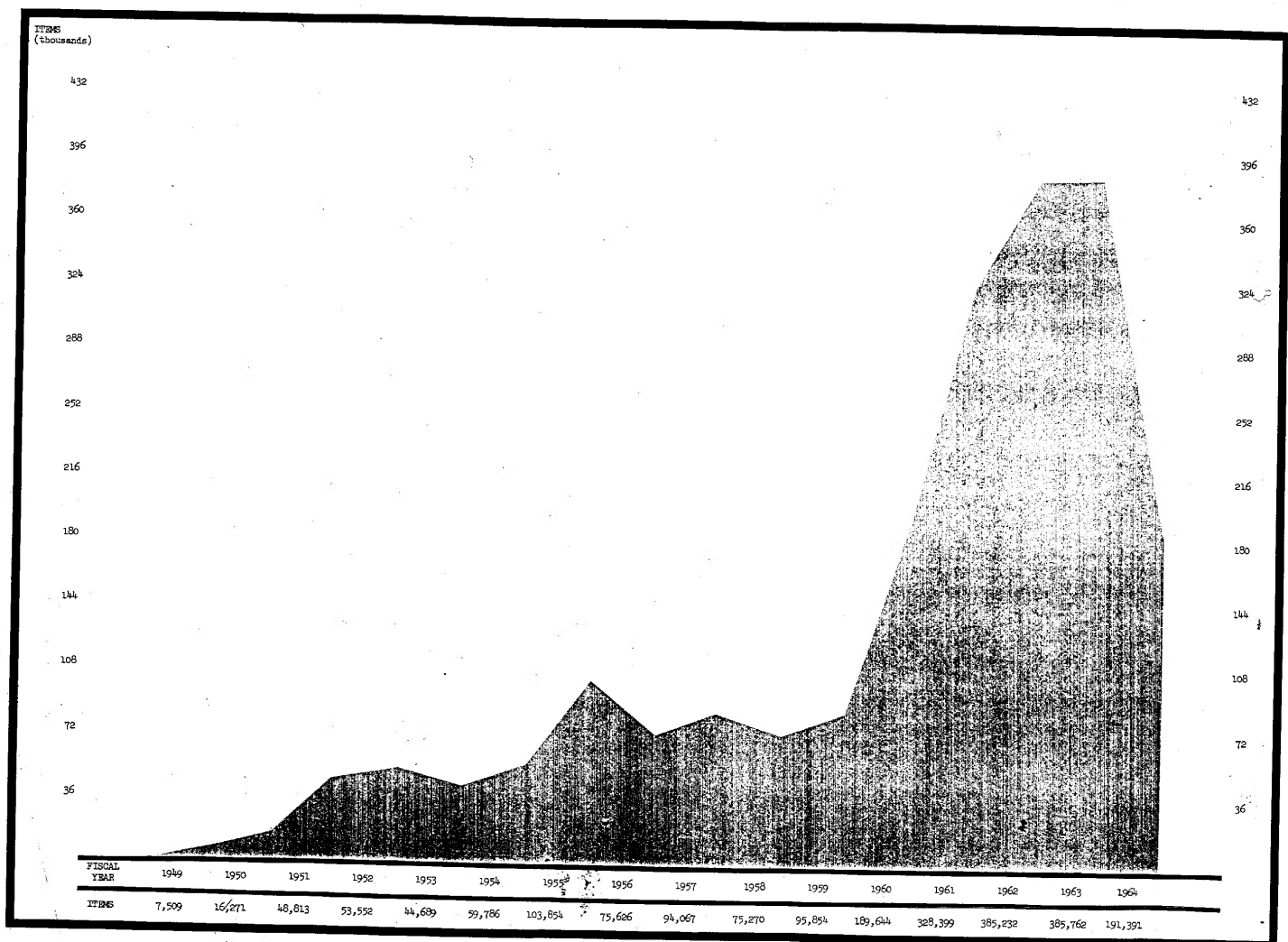
ARCHIVES AND RECORDS CENTER ACCESSIONING DISPOSITION ACTIVITY BY FISCAL YEAR



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ITEMS FURNISHED BY ARCHIVES AND RECORDS CENTER BY FISCAL YEAR



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